

## II. DETAILED JUSTIFICATION FOR FY 2006-07 OPERATING BUDGET PRIORITIES

A. Agency Section/Code/Name:

B. Priority No. \_\_1\_\_ of \_\_4\_\_

C. (1) Title:

Legislative and Governmental Research Service

(2) Summary Description:

To enhance and promote the agency's research services to state government by creating a special "South Carolina Legislative and Governmental Research Service" section.

(3) Strategic Goal/Action Plan (*if applicable*):

Strategic Goal 1 (Provide information resources and services to meet the needs of the people of South Carolina)/ Agency proposes to serve as the principal agent to advise, guide and assist state government personnel and elected officials in their quests for information. This is an enhancement to existing services which are discussed on p. 18-19 of the FY 2004-2005 Accountability Report.

D. Budget Program Number and Name:

Library Services / 30 00 00 00

E. Agency Activity Number and Name: 872/ Information Services

F. Detailed Justification for Funding

(1) Justification for Funding Increase:

The South Carolina State Library proposes to enhance and promote our research services to state government by creating a special "South Carolina Legislative and Governmental Research Service" section within the Information Services department. Its purpose would be to provide timely, confidential, nonpartisan, objective research on legislative, policy, and public administration issues to the Governor's Office, General Assembly, and top agency officials. The staff would provide written reports and memoranda, bibliographic searches, delivery of books and articles (both print and electronic), consultations, and seminars or workshops, as well as quick factual answers.

The South Carolina Legislative and Governmental Research Service section would work closely with the Governor's Office , legislators, staffs of legislative committees, research divisions of state agencies, and public and private organizations and institutes that study state policy issues. It would also monitor and disseminate research on trends and issues produced by the National Conference of State Legislatures, Council of State Governments, National Governors Association, and other national and regional organizations.

Centralized research services would be cost effective for state government. Many staff hours are now being spent by agency and legislative employees seeking information on the Internet or from other sources. Professional reference librarians have advanced skills in Internet and database searching and are knowledgeable about alternative sources of reliable information. Our service would be promoted heavily to the Governor's Office, General Assembly and its staff, and to top agency officials. Dedicated telephone and computer lines would provide quick access to the South Carolina Legislative and Governmental Research Service staff.

The South Carolina Legislative and Governmental Research Services section would allow the State Library to expand from providing short factual answers and searches for books and articles on specified topics to providing extensive research services. Our current staff of professional librarians would continue to serve state employees and to assist the reference staffs of public libraries statewide with meeting the information and research needs of all citizens using local public libraries. Various established mechanisms for information delivery (telephone, email, fax, Interagency Mail Service, Virtual Chat Reference, and a fully staffed reference desk during business hours for those wanting to pick up materials) ensure that customers receive needed resources in a timely manner. The State Library houses a comprehensive collection of South Carolina state documents, federal documents, and other printed materials and electronic databases for use in research. Through cooperative agreements with other libraries around the nation, staff also have access to resources that would otherwise not be available. The Information Services department currently offers basic-level research assistance to members of the General Assembly and their staffs and to all full-time permanent employees of state agencies, including the Governor's Office.

Additional funds requested would be used to purchase specific research materials not currently purchased due to cost and the highly specific nature of the materials. These materials would include both print and electronic resources.

This proposal utilizes 3 vacant FTE positions in Information Services, and does not include any new FTEs.

Outcome measures that will be used to judge success of the program include: number and type of reference requests responded to; number of training seminars/ workshops held; attendance at seminars/ workshops; increased usage of databases and print collections; number and type of requests by agency or legislative body, and surveys of satisfaction with and appropriateness of responses and resources by users.

Any General Fund carryover funds were used to satisfy existing obligations. There are no other unrestricted carryover funds available to the agency. Federal funds available to the agency may only be used for specific statewide purposes and grants.

(2)

<b>FY 2006-07 Cost Estimates:</b>	<b>State Non-Recurring Funds</b>	<b>State Recurring Funds</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>
<b>Personnel:</b>					
(a) Number of FTEs*					0.00
(b) Salary		105,000			\$105,000
(c) Fringe Benefits		28,400			\$ 28,400
Program/Case Services					\$ 0
Pass-Through Funds					\$ 0
Other Operating Expenses		50,000			\$ 50,000
<b>Total</b>	\$ 0	\$184,400	\$ 0	\$ 0	\$184,400
<i>* If new FTEs are needed, please complete Section F (Detailed Justification for FTEs) below.</i>					

(3) Base Appropriation:

State	\$ 742,634
Federal	\$ 916,099
Other	\$ 0

(4) Is this priority associated with a Capital Budget Priority?     N/A     If so, state Capital Budget Priority Number and Project Name: \_\_\_\_\_.

G. Detailed Justification for FTEs

(1) Justification for New FTEs

(a) Justification: N/A

(b) Future Impact on Operating Expenses or Facility Requirements: N/A

(2) Position Details:

	State	Federal	Earmarked	Restricted	Total
Position Title:					
(a) Number of FTEs					0.00
(b) Salary					\$ 0
(c) Fringe Benefits					\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
(a) Number of FTEs					0.00
(b) Salary					\$ 0
(c) Fringe Benefits					\$ 0

(3) FTEs in Program Area per FY 2005-06 Appropriation Act:

State     \_\_\_18\_\_\_  
Federal   \_\_\_ 7\_\_\_  
Other     \_\_\_ 0\_\_\_

Agency-wide Vacant FTEs as of August 20, 2005:     \_\_\_ 6\_\_\_  
% Vacant   \_\_\_12\_\_\_%

- H. Other Comments: The South Carolina Legislative and Governmental Research Service could greatly enhance the ability of the Executive and Legislative branches of government to conduct research necessary for vital decision-making. Rather than gathering summary information to assist in developing solutions to the many challenging matters confronting our state, state government and legislative bodies could have at their disposal a professional research team capable of gathering fact-based detailed information for real-time and long-range planning. This is a service that can only be described as an investment in good government for the people of South Carolina.